

STATE OF MINNESOTA  
OFFICE OF ADMINISTRATIVE HEARINGS

FOR THE DEPARTMENT OF HUMAN SERVICES

In the Matter of the Revocation of the Family  
Child Care License of Janalynn Hartman

**SCHEDULING ORDER**

This matter came before Administrative Law Judge Manuel J. Cervantes on a Notice of and Order for Hearing, filed June 15, 2010.

Frederic S. Stephens, Assistant County Attorney, represents Hennepin County Human Services (County) and the Minnesota Department of Human Services (Department). Ms. Hartmann represents herself.

I am enclosing some information for Ms. Hartmann from the Office of Administrative Hearings website (*Contested Case Hearing Preparation* and *How to Be a Good Witness*) to help him prepare for the hearing. There is information in the *Contested Case Hearing Preparation* document on how to contact the Volunteer Lawyers Network concerning possible legal representation.

**IT IS HEREBY ORDERED:**

1. By 4:30 p.m. on **Friday, July 16, 2010**, each party will file and serve copies of the pre-labeled exhibits that it proposes to offer into the hearing record. The Department shall label its exhibits sequentially using numbers. The Respondent shall label his exhibits sequentially using letters.
2. By 4:30 p.m. on **Friday, July 16, 2010**, each party will file and serve a list of the witnesses that it intends to call at the evidentiary hearing, including a short summary of their proposed testimony.
3. By 4:30 p.m. on **Friday, July 23, 2010**, the parties will file and serve a statement (under Minn. R. 1400.6950 (2)) detailing any objection to the foundation of a written exhibit.
4. A hearing in this matter will be held at the Health Services Building, 525 Portland Avenue, Room 111, Minneapolis, MN 55415 on **Wednesday, July 28, 2010**, beginning at 9:30 a.m.

Dated: June 16, 2010

s/Manuel J. Cervantes  
**MANUEL J. CERVANTES**  
Administrative Law Judge